



UNITED STATES DISTRICT COURT Western District of Virginia

Michael F. Urbanski, Chief District Judge Julia C. Dudley, Clerk of Court Jennifer K. Williams, Chief Probation Officer



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Format of Proposed Orders

All proposed orders should be electronically forwarded to Judge Sargent at pamelas@vawd.uscourts.gov and her judicial assistant, Robin Bordwine at robinb@vawd.uscourts.gov, by email. The proposed orders should be in word processing format, either WordPerfect or Microsoft Word, and should be in 14-point Times Roman type.